

May 14, 2007

MINUTES OF A REGULAR MEETING OF THE TORRANCE LIBRARY COMMISSION

1. CALL TO ORDER

The Torrance Library Commission convened in a regular session at 7:06 p.m. on Monday, May 14, 2007 at the Henderson Branch Library.

2. ROLL CALL

Present: Commissioners Chappell, Gerber, Haig, Lang, Wang, and Chairperson Botello.

Absent: Commissioner Grogan.

Also Present: City Librarian Weiner,
Principal Librarian Theyer,
Senior Librarian Jan Wierzbicki, and
Youth Services Librarian Cynthia Aguado

MOTION: Commissioner Wang moved to grant Commissioner Grogan an excused absence for the May 14, 2007 Library Commission meeting. Commissioner Lang seconded the motion; a voice vote reflected unanimous approval.

3. FLAG SALUTE

Commissioner Wang led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Gerber moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. Commissioner Haig seconded the motion; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5a. MINUTES OF APRIL 9, 2007

MOTION: Commissioner Gerber moved for the approval of the April 9, 2007 Library Commission meeting minutes as submitted. Commissioner Lang seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Grogan).

6. NEW BUSINESS

6a. FRIENDS OF THE TORRANCE LIBRARY REPORT

Membership Chairperson Teresa Covey reported that the April 20-21, 2007 hardback book sale made \$9,795 and offered to provide donated materials to branch libraries.

6b. YOUTH COUNCIL REPORT

Chairperson Botello welcomed Youth Council members Shreyasi Ghosh from West High School, Blake Edwards from West High School, and Kyle Aguilar. They provided information about April 2007 events that included the Beat the Odds scholarship dinner, Pancake Breakfast, and Youth Forum debate, and invited Commissioners to attend the next Youth Council meeting on May 16, 2007.

6c. BRANCH LIBRARY REPORT

Senior Librarian Wierzbicki welcomed Commissioners and provided an overview of activities at Henderson Branch Library since the Commission's last visit. She discussed staffing changes and noted that all staff members have completed SEMS training. She reported that Henderson is one of the smallest branches but is often the highest circulating branch, servicing two high schools, two middle schools, five elementary schools, and two preschools. She stated that DVDs, audio books, Asian periodicals, and fiction and mystery books have the highest demand and that staff has been busy weeding the adult collection in preparation the 2008 shelving project. She discussed plans to separate adult and children's nonfiction books to accommodate the needs of all users.

She provided information about adult/family programming that has included Chinese Folk Dancers on May 12, 2007 and storyteller Barbara Wong in February 2007 to celebrate Chinese New Year. She announced plans for an Adult Summer Reading Program, the Read the Book/See the Movie program for the summer months, Pirate Month in September 2007, and an adult book discussion group beginning in the fall. She discussed future plans that include creation of a media center for DVDs, videos, and audio books, improved signage, and to increase adult/family programs. She concluded her presentation with a wish list that includes expansion of the facility into the parking lot, entry off the parking lot, a neon open/closed sign, a sign or banner outside, and tables and chairs outside.

Youth Services Librarian Aguado reported that she has been at the branch since December 2006 and that she hosts two to five class visits and one story time each week, noting that she plans to add another story time this fall. She stated that she also plans a monthly stories and craft event that has included Flower Power, Bunnies and Books, A Very Happy Day, Out of This World, and an African master storyteller. She stated that this month they will host a Pet Safety event with the S.P.C.A. She discussed Teen Advisory Board (TAB) activities at the branch that include final study nights, Beading 101, and an ice cream social to recruit new members.

She discussed the upcoming Summer Reading Program and a Pirates and Parrots event for Pirate Month. She stated that she has been weeding the children's collection in preparation for the shelving/carpeting project and that her wish list includes new furniture, a read along display spinner, new paperback spinners, and a dry erase white board.

City Librarian Weiner commended branch staff for all the work they have accomplished in such a short time and reminded them that services are available through Live Homework Help.

6d. ASSEMBLY BILL 1233 – STATE LIBRARY: HOMEWORK ASSISTANCE

City Librarian Weiner reported that Assembly Bill 1233, requiring the State Librarian to establish and maintain a program of online homework assistance through the public libraries in the State, was amended on April 10, 2007 to reflect that funding sources have not yet been identified.

Responding to an inquiry by Commissioner Haig, she advised that there is more than one company that provides an online homework service and that a recent letter from the State Librarian announced that the title of the grant program is being changed to Out of School Time Online Homework Help.

7. UNFINISHED BUSINESS

7b. CLA LEGISLATIVE DAY DEBRIEFING

This item was taken out of order.

Commissioner Haig presented information regarding his participation at the 2007 California Library Association (CLA) Legislative Day on April 18, 2007 in the City of Sacramento. He reported that he was able to meet with Assemblyman Ted Lieu and that topics of discussion included Live Homework Help, the North Torrance construction project, Public Library Foundation (PLF) funding, a Financial Literacy bill, resource sharing programs, and SB156 Library Construction Bond Bill. He distributed copies of "CLA and CSLA Legislative Issues" and thanked the Commission for allowing him the opportunity to attend the event.

City Librarian Weiner distributed May 11, 2007 correspondence from CLA lobbyists Mike and Christina Dillon regarding the SB156 Library Construction Bond Bill. She provided an update that the bill has been amended to include a \$500 million set-aside to grant priority funding to viable and eligible Third Cycle "Outstanding" and "Very Good" projects that were not funded. She stated that amendments being incorporated into the Bill would now give authority to the Bond Board to withdraw a grant award for noncompliance and award the grant to another applicant library jurisdiction. She stated that Torrance Library was in agreement with all amendments to the bill and that they would be able to recalculate the original application to address cost inflators.

7d. LIVE HOMEWORK HELP UPDATE

This item was considered out of order.

Principal Librarian Theyer distributed State Library reports for Third Quarter January – March 2007 and Cost Per Use July 2006 – March 2007. She was pleased to announce that Torrance is ranked number 10 in usage with a cost of \$9 per transaction. She reported that the Torrance Public Library Foundation has agreed to put forth the match for Live Homework Help next year, noting that these reports prove what a great investment the program is and how well the service is being used.

7a. ANNUAL RECOGNITION OF LIBRARY PART-TIME EMPLOYEES – JUNE 13

Chairperson Botello noted that a list of eligible employees for fiscal year 2006-07 was included in the agenda material.

Committee members Commissioners Gerber and Lang led a brief discussion centered on catering, decorations, invitation list, and gift options for the Annual Recognition of Library Part-time Employees breakfast on June 13, 2007. Commissioner Gerber announced that Farmers' Market has offered to donate flowers for the event. All Commissioners indicated that they would be able to attend.

7c. HOMEOWNER ASSOCIATION CONTACTS UPDATE

Commissioner Lang reported that letters to homeowner associations were sent last week and that Northwest Torrance Homeowners Association has responded so far.

7e. LIBRARY COMMISSION REQUEST FOR BUDGET INCREASE UPDATE

City Librarian Weiner informed the Commission that its request for a budget increase beginning next fiscal year has been approved.

7f. LIBRARY COMMISSION 2006-07 ANNUAL REPORT

Commissioner Gerber reported that she expected to present a draft Annual Report at the June 11, 2007 Commission meeting.

7g. JOINT PROGRAM WITH ENVIRONMENTAL QUALITY COMMISSION

City Librarian Weiner distributed a draft flier announcing "Global Warming" on June 27, 2007 that will present the film "An Inconvenient Truth" followed by discussion of the film and book Field Notes From a Catastrophe: Man, Nature, and Climate Change. She reported that the Library has prepared a resource list and offered to provide copies of the book to Commissioners.

7h. CLA PROPOSAL

Chairperson Botello reported that she has not heard back from CLA regarding the program proposal application for a panel discussion at the CLA Conference in the City of Long Beach in October 2007. She stated that she has also submitted a Career Forum proposal.

8. STANDING COMMISSION COMMITTEE REPORTS

8a. TORRANCE PUBLIC LIBRARY FOUNDATION

8a.1 City Librarian Weiner provided a report on the May 2, 2007 strategic planning workshop held at the Torrance Marriott with facilitator Susan Scribbner. She stated that officers were elected as follows: Paul Briggs, President; Harvey Horwich, Vice-President; Susan Rhilinger, Recording Secretary; Helen Nowatka, Corresponding Secretary; and Keri Gilbert, Treasurer. She reported that a Mission Statement was

discussed and that two teams were established, one to work on by-laws and policies, and the other to focus on public relations and publicity.

She announced the next Torrance Public Library Foundation meeting on May 16, 2007 at noon at Katy Geissert Civic Center Library and noted that the Board has expressed interest in meeting at branch libraries in the future.

8b. TUSD ECT

Commissioner Lang reported that Arlington Elementary School was honored at the May 2007 ECT meeting and that a DVD of their school projects was shown and first graders sang. She stated that the primary topic of discussion was Alternative Student Education programs and noted that this was the last ECT meeting until October 2007.

9. MONTHLY DEPARTMENT REPORT

City Librarian Weiner reported that many staff members attended the retirement celebration for Gene Barnett. She announced that Division Managers would be rotating monthly until an exam is conducted for the position of Community Services Director, noting that she has been asked to fill the vacancy for the second month.

She encouraged Commissioners to attend the second budget public hearing on May 15, 2007 in Council Chambers. She reported that the May 8, 2007 hearing was well attended and that issues discussed were not primarily Library-related on the part of the attendees. She stated that the Mayor made favorable comments regarding the Library and that Sunday service hours are part of the budget modifications being proposed. She noted that the Budget Manager has informed the Library that \$100,000 was being added to the materials budget pending City Council approval. She discussed the proposal for the City, Torrance Historical Society, and Friends of the Torrance Library to partner in providing funding for the digitization of local historical newspapers.

City Librarian Weiner advised that the Library was submitting an adult programming proposal to the Friends board for approximately \$17,250.

She discussed upcoming events that include Pirate month, Invitation to Bollywood on May 26, 2007, and the City Employee Car and Motorcycle Show at the City Yard Open House on June 2, 2007. She stated that Meet the Farmer on May 9, 2007, Brain Games for Older Adults on May 5, 2007 and the screening of "Citizen Tanouye" on May 12, 2007 were all successful events and well attended.

Principal Librarian Theyer provided an update on the branch shelving project, noting that the contract for design is scheduled to go to City Council on June 5, 2007. She stated that Southeast branch is still slated to go first but that the project has been pushed to the fall.

10. ORALS

10a. Commissioner Lang stated that she enjoyed Torrance Fire Department's Fire Service Day.

10b. Commissioner Haig mentioned that Public Works is selling composting bins.

10c. Commissioner Gerber stated that she enjoyed the Meet the Farmer program and that she accepted the National Library Week Proclamation at the April 10, 2007 City Council meeting.

10d. Chairperson Botello and Principal Librarian Theyer discussed their participation at UCLA's Internship Open House and Career Fair on April 27, 2007.

10e. City Librarian Weiner announced a MCLS meeting on May 24, 2007 in the City of Monterey Park and Chairperson Botello indicated that she would be able to attend.

11. ITEMS FOR NEXT LIBRARY COMMISSION MEETING

Items for the June 11, 2007 Library Commission meeting agenda were listed and include: City budget update, part-time staff recognition event, Branch library report, legislative update, Summer Reading Program preview, Commission Annual Report, Environment Quality and Energy Conservation Commission joint program, CLA proposal, homeowners associations update, Library Foundation, Friends, and Youth Council.

12. ADJOURNMENT

MOTION: At 9:45 p.m., Commissioner Lang, with a second by Commissioner Wang, moved to adjourn the meeting to Monday, June 11, 2007 at the WALTERIA Branch Library at 7:00 p.m. and, hearing no objection, Chairperson Botello so ordered.

Approved as Submitted June 11, 2007 s/ Sue Herbers, City Clerk
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